

Expenditure Structure Changes

The following six subobject codes have been changed since the report issued in June, 2005. The changes to subobjects 1247 and 1547 were reported in a special release on DPB's website in September 2005.

The Virginia Information Technologies Agency (VITA) is establishing a new billing process for FY 2007, which requires changes to three subject codes in the 127-0 object series, as shown below. VITA staff reported they will offer additional explanation on the proper use of the revised codes as the new fiscal year approaches. The Department of Human Resource Management will also send information to human resource officers about subobject 1249. This sheet and the expenditure structure are on DPB's website at: <http://dpb.virginia.gov/forms/forms.cfm>. Search on the phrase, "expenditure structure."

<u>Subobject Codes</u>	<u>Explanation</u>
<u>1247, Legal Services</u> : Include expenses for court reporters, hearing examiners, miscellaneous court costs, recording fees, <i>notary fees and services</i> , and legal services other than attorney fees. [Rev. eff. 9-21-05]	This subobject was revised to include notary fees and services. The code was issued in the revised Expenditure Structure in September 2005.
<u>1249, Recruitment Advertising</u> : Include payments for advertising in newspapers, magazines, radio, or other media as part of the employment recruitment process. [Eff. 7-1-06]	The Commonwealth's personnel and budget offices continuously receive questions on how much the Commonwealth spends for employee recruitment advertising. This code should help answer those questions.
<u>1272, VITA Information Technology Integration Costs</u> <u>Personal Services Costs</u> : Include "direct bill" expenses for personnel, benefits, and related costs incurred for employees on behalf of agencies that have transitioned to VITA. VITA will bill for direct costs plus a JLARC approved administrative fee. See VITA directive on use of this code. [Eff. 7-1-04] [Deleted eff. 7-1-06]	The Virginia Information Technologies Agency (VITA) requested updates to three subobject codes to prepare for new billing practices on July 1, 2006. Subject 1272 was deleted while 1276 and 1278 were amended. VITA will issue detailed procedures for use of these codes.
<u>1276, Computer Operating Services (provided by VITA)</u> : Include expenses for services provided through VITA for computer operations and other costs associated with the operation of computer hardware. [Rev. eff. 7-1-06]	
<u>1278, VITA Information Technology Infrastructure Services (Provided by VITA)</u> : Include expenses for services provided through VITA for agency infrastructure and other costs associated with the provision of infrastructure services activities. See VITA directive on use of this code. [Rev. eff. 7-1-06]	
<u>1547, Private Vendor Service Charges</u> : Include expense to vendors for eVa service charges. [Eff. 10-1-04]	This new code was created in October 2004 and issued in the revised expenditure structure in September 2005.